



MALEK FAHD ISLAMIC SCHOOL

ABN: 41003 864 891

KNOWLEDGE IS LIGHT & WORK IS WORSHIP

www.mfis.nsw.edu.au

1 May 2020

Dear Parents

As restrictions imposed by government for the COVID-19 pandemic response begin to be adjusted I am pleased to confirm that the School is working towards a return to face-to-face teaching. This will be controlled and progressive with the health and wellbeing of staff and students at the forefront of our planning. The first two weeks of our plan are outlined below. It is planned that face-to-face teaching will continue to grow towards a full return to School in June.

It is important to note that the situation with COVID-19 and government responses are fluid and, therefore, this plan is subject to change at short notice. Any required changes will be promptly conveyed to you.

RETURN TO FACE TO FACE TEACHING STAGES

Stage 1: Commencing Monday 11 May

In Stage 1, our focus will be on returning senior students and younger primary students. Primary classes will be split into half classes (a Group A and a Group B) determined by alphabetical order to maximise teacher/student interaction and to enhance social distancing. Heads of Campus will shortly confirm your child's group.

Face-to-Face Classes in Stage 1 Secondary				
Monday	Tuesday	Wednesday	Thursday	Friday
Year 12	Year 11	Year 12	Year 11	Year 12

Face-to-Face Classes in Stage 1 Primary				
Monday	Tuesday	Wednesday	Thursday	Friday
Kindy (½ Class) Group A	Kindy (½ Class) Group B	Kindy (½ Class) Group A	Kindy (½ Class) Group B	
Year 2 (½ Class) Group A	Year 2 (½ Class) Group B		Year 1 (½ Class) Group A	Year 1 (½ Class) Group B

Stage 2: Commencing Monday 18 May

In Stage 2 our goal is for every student to have an opportunity to return to face to face teaching at some time during the week.

Face-to-Face Classes in Stage 2 Secondary				
Monday	Tuesday	Wednesday	Thursday	Friday
Year 12	Year 12	Year 12	Year 11	Year 12
Year 8	Year 10	Year 11	Year 7	Year 9

Face-to-Face Classes in Stage 1 Primary					
Year Group	Monday	Tuesday	Wednesday	Thursday	Friday
Kindy	Kindy (½ Class) Group A	Kindy (½ Class) Group B	Kindy (½ Class) Group A	Kindy (½ Class) Group B	
Year 1				Year 1 (½ Class) Group A	Year 1 (½ Class) Group B
Year 2	Year 2 (½ Class) Group A	Year 2 (½ Class) Group B			
Year 3			Year 3 (½ Class) Group A	Year 3 (½ Class) Group B	
Year 4	Year 4 (½ Class) Group A	Year 4 (½ Class) Group B			
Year 5		Year 5 (½ Class) Group A	Year 5 (½ Class) Group B		
Year 6				Year 6 (½ Class) Group A	Year 6 (½ Class) Group B

Timetables in Stages 1 & 2 of Transition to Face-to-Face

During Stages 1 and 2, the School will operate on an adjusted timetable. Secondary students will run to the Ramadan timetable with some adjustments to break times to allow greater social distancing. Furthermore, there will be adjustments to the weekly timetable for senior students to ensure access to all subjects each day that they attend. This will vary from campus to campus. You will be advised separately by the Head of Campus.

Staggered Start for Primary Students

To assist with social distancing and wellbeing, we have put in place a staggered start and finish to the school day. During Ramadan, **Primary** classes will commence at 9.00am and end at 1.30pm. During this time, students will have an adjusted teaching and learning schedule that will focus on numeracy and literacy. **Secondary** classes will commence at 8.30am and end at 2.00pm.

A further update on the start and end of the School day will be sent to parents before the end of Ramadan.

Remote Learning

Remote Learning will continue in its current form for classes that are not scheduled to return to face-to-face teaching.

Attendance on Non-Scheduled Days

As we have done throughout this crisis, the School will continue to provide supervision for students who need to attend School on days other than their scheduled face-to-face learning days. This will be as it currently is with students supervised while completing their remote learning work.

Students Not Attending

You may decide to not send your child to School during this transitional phase. For these students, remote learning will be available, including the days that the students are scheduled to attend School. However, this cannot be in the same format as it is now. In Secondary, teachers will stream their conventional face-to-face lessons on to Teams. In Primary, students will be provided with work through the email system as is currently done but there will not be Teams lessons / interactions on scheduled face-to-face days.

Senior Secondary Student and Devices

During this transitional period, secondary students will be asked to bring their devices to School if possible. This will assist them if their class teacher needs to deliver their lesson remotely because of their need to be isolated.

MESSAGE FROM HEALTH AUTHORITIES FOR STUDENTS, PARENTS AND STAFF

This essential information is advice and recommendations to our School from government health authorities. It is expert advice that must be followed. Details are on the School website. You will find the Coronavirus tab on the home page of the website.

Message for Parents

If your child is sick, they **must not** attend School. You must keep them at home and away from others. It is important that parents remind their child that, if they feel unwell, they tell you before coming to School. If they are at School, they must tell their teacher immediately. Remember to maintain physical distancing from other parents and teachers when at School, including at drop off and pick up.

Any child who is unwell will be isolated and parents will be required to collect their child to take them home. Children, please tell your parent, guardian or teacher if you feel sick.

Message for all Adults

The greatest risk of transmission in any school environment is between adults. It is of utmost importance that teachers and parents alike maintain physical distancing at School.

Upon the return to School, Hoxton Park and Beaumont Hills parents are required to drop their child at the School gate. For Greenacre, parents are required to drop their child at the top of the driveway. From there, staff will collect your Primary child and take them to the assembly area. Parents **must not** linger at the School.

Parents **will not** be allowed to walk their child to the Office or assembly areas. Parents are requested and required to strictly obey this request.

During the School day, we will, for social distancing purposes, stagger break times for Primary students.

Hygiene

Everyone must practise good hygiene to protect against infection and prevent the spread of COVID-19.

Parents and carers of children and young people with complex medical needs are encouraged to seek medical advice from their health practitioner. This will support informed risk assessment and decision-making regarding the suitability of on-site education for your child.

I ask that everyone maintaining good hygiene practices:

- Wash hands with soap and water for 20 seconds at regular intervals throughout the day
- Hand washing is essential before and after eating and after going to the toilet.
- Cover coughs and sneezes with the inside of the elbow or a tissue
- Place used tissues straight into the bin
- Avoid touching the eyes, nose and mouth
- Do not share food or drink

As I mentioned in my recent update, the School has been fogged and sterilised. Surfaces and door handles are wiped and cleaned at least twice a day. The School website provides regular updates for health and wellbeing.

Parent Meetings with Staff

Telephone calls and emails are the preferred way to discuss your child with staff. Should parents seek a meeting with a teacher or School executive, it is essential that they make an appointment. Strict social distancing rules will apply.

EID

EID is expected to fall on 24th May. At this stage, Monday 25th and Tuesday 26th May will be an EID holiday at Malek Fahd. There will be no School on these days.

Our School already is initiating creative and innovative ways to engage our students online. I am most grateful to all teachers and staff for the way they have adapted to maintain the best possible teaching as a result of COVID-19. I thank you for this and for the ongoing commitment to all students in their care. Please refer to the School website for updates and advice on COVID-19.

Kind regards



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